

**493—4.3(17A,22) Requests for access to records.**

**4.3(1) Location of record.** In lieu of the words “(insert agency head)”, insert “state public defender”. In lieu of the words “(insert agency name and address)”, insert “Office of the State Public Defender, Lucas State Office Building, Des Moines, Iowa 50319-0087”.

**4.3(2) Office hours.** In lieu of the words “(insert customary office hours and, if agency does not have customary office hours of at least thirty hours per week, insert hours specified in Iowa Code section 22.4)”, insert “8 a.m. to 4:30 p.m., Monday through Friday, except legal holidays”.

**4.3(7) Fees.**

*c. Supervisory fee.* In lieu of the words “(specify time period)”, insert “one hour”.